

TOWN OF MANCOS
BOARD of TRUSTEES WORKSHOP
June 28, 2023 6:00 P.M.

Workshop – CANCELLED

Town Hall Board Room

Monthly Board Workshops are for Board discussion purposes only. Decisions cannot be made during these sessions. These workshops are open to the public, however public comment will not be accepted.

BOARD of TRUSTEES MEETING

June 28, 2023 7:00 p.m.

AGENDA

- A. Call to Order
- B. Pledge of Allegiance and Moment of Silence
- C. Roll Call
- D. Approval of the Agenda
- E. Approval of the Minutes of June 14, 2023
- F. Audience Business
- G. Announcements
- H. Committee Reports
 - Montezuma County Commissioner Update
 - Montezuma County Planning Commission
 - Region 9
 - CDOT TPR
 - Mancos Planning Commission
- I. Discussion and Action Items
 - 1. Public Hearing: Mesa Verde Motel Liquor License Application
 - 2. Donation Request
- J. *Items for July 12, 2023 Agenda*
 - *Workshop: 2024 Operating Budget First Draft*
 - *Utility Financial Hardship Draft Ordinance Discussion*
 - *Adopt 2025 – 2030 Capital Plan*
 - *Southwest Health Systems Discussion*
 - *Cooperative Agreement Between Montezuma County Dept. of Human/Social Services and Mancos Marshal's Office*
 - *Comprehensive Plan Chapter 9 Review*
- K. Adjournment

TOWN OF MANCOS
BOARD of TRUSTEES MEETING MINUTES
June 14, 2023
7:00 p.m.

A. CALL TO ORDER: Mayor Queenie Barz called the meeting to order at 7:04 p.m.

B. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

C. ROLL CALL: Present: Mayor Queenie Barz, Mayor pro tem Cindy Simpson, Trustee Janice Bryan, Trustee Ed Hallam, Trustee Brent McWhirter, and Trustee Richard Tokar.

Absent: Trustee Nick Manning

Staff Present: Town Administrator Heather Alvarez, Public Works Director Terry Jennings, Attorney David Liberman, Planning and Economic Coordinator Jason Armstrong, Mancos Marshal Justen Goodall, Town Clerk Treasurer Jamie Higgins, and Deputy Clerk Mercedes Yanito.

D. APPROVAL OF THE AGENDA: Trustee Janice Bryan made the motion to approve the June 14, 2023 agenda. Trustee Richard Tokar seconds the motion. Motion passed.

E. APPROVAL OF THE MINUTES: Trustee Richard Tokar made a motion to approve the minutes, as presented by staff, from May 24, 2023. Trustee Brent McWhirter seconds the motion. Motion Passed.

F. AUDIENCE BUSINESS:

- Joyce Cohen, 20 Creekside Drive Durango, Spoke to the Board regarding puppy mills and asking the Board to pass an ordinance banning the sale of puppies and kittens in pet stores.

G. ANNOUNCEMENTS:

- Town Administrator, Heather Alvarez informed the Board on a few announcements:
 - The Mayor, Mayor Pro Tem, Jason and Heather will be attending CML the week of June 26th.
 - Heather, Jason, and Justen will be presenting after the CML conference for the DOLA grant.
- Community and Economic Development Coordinator Jason Armstrong informed the Board of a partnership with the Creative District and the Chamber. Monday night, at Fenceline, come together for a design workshop.
- Public Works Director Terry Jennings told the Board that Saturday is the 2nd Yard Waste drop-off 8am to noon.
- Mayor Queenie Barz informed the Board that the Chamber unveiled a new mural.

H. TREASURER REPORT – MAY BILLS AND CLAIMS

Mayor Pro Tem Cindy Simpson made a motion to approve May's Bills and Claims. Trustee Brent McWhirter seconds the motion. Motion passed.

I. COMMITTEE REPORTS

- Montezuma County Commissioner Update – No update
- Montezuma County Planning Commission Update – Weber Cannon Event Center was approved now going to the Commissioners.
- Region 9 – Trustee Janice Bryan updated the Board, Region 9 is waiting on the Broadband grant. Next meeting is in July.
- CDOT TPR – Trustee Richard Tokar informed the Board that CDOT is looking into charging fees for Broadband in CDOT right-a-way.
- Mancos Planning Commission – No update

J. DISCUSSION AND ACTION ITEMS:

1. Mayor Pro Tem Cindy Simpson made a motion to accept the 2022 Financial Audit. Trustee Richard Tokar seconds the motion. Motion passed with a unanimous vote.
2. Trustee Brent McWhirter made a motion to authorize the Town Administrator to negotiate with and execute a façade improvement agreement, to include exhibits in the final contract, for the Dollar General store being constructed within Town of Mancos limits. Mayor Pro Tem Cindy Simpson seconds the motion. Motion passed with a unanimous vote.
3. Mayor Queenie Barz read the proclamation of Congratulations to the Mancos Opera House.
4. Mayor Pro Tem Cindy Simpson made a motion to set the perimeters as the Town of Mancos town limits for petition circulation for the liquor license application from Durango Culinary Concepts LLC and set a Public Hearing for July 26, 2023 for licensing decision. Trustee Brent McWhirter seconds the motion. Motion passed with a unanimous vote.
5. Trustee Janice Bryan made a motion to approve Mancos Chavolos Mexican Restaurant Liquor License Renewal and authorize the Town Clerk/Treasurer to submit the renewal application to the Department of Revenue. Trustee Brent McWhirter seconds the motion. Motion passed with a unanimous vote.
6. City Give Program Discussion – No Action
7. Comprehensive Plan Review Chapter 8 – No Action
8. Trustee Janice Bryan made a motion to appoint Trustee Brent McWhirter to Chair the June 28, 2023 Board Meeting. Trustee Richard Tokar seconds the motion. Motion passed with a unanimous vote.

K. Items for June 28, 2023 Agenda

- *Workshop: Cancelled*
- *Approval of the Minutes of June 14, 2023*
- *Public Hearing: Mesa Verde Motel Liquor License Application*
- *Puppy Mill Ordinance – Look at further down the road*

L. EXECUTIVE SESSION

Mayor Pro Tem Cindy Simpson made a motion to go into executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under C.R.S. Section 24-6-402(4)(e) with regard to Southwest Health Systems. Trustee Brent McWhirter seconds the motion. Motion passed.

Executive Session Started at 8:28 pm

Executive Session Ended at 8:55pm

Mayor Queenie Bars, Mayor Pro Tem Cindy Simpson, Trustee Janice Bryan, Trustee Brent McWhirter, Trustee Richard Tokar, Trustee Ed Hallam, Town Administrator Heather Alvarez, Town Attorney David Liberman, and Planning and Economic Coordinator Jason Armstrong participated.

The Board did discuss Southwest Heather Systems and are taking no Action at this time.

M. ADJOURNMENT

Trustee Richard Tokar made the motion to adjourn the meeting at 8:56 pm.

Trustee Brent McWhirter

Town Clerk/Treasurer Jamie Higgins

STAFF REPORT

To: Town Administrator, Honorable Mayor and Trustees
From: Jamie Higgins, Town Clerk/Treasurer
Date: June 28, 2023
Re: MSSM Enterprises, LLC dba Mesa Verde Motel Liquor License

Recommendation

After public hearing, approve the new liquor license for MSSM Enterprises, LLC conditional upon state approval and authorize the Town Clerk/Treasurer to send the application to the state

Background/Discussion

The Town of Mancos is required to hold a public hearing before approving/rejecting the application for a new liquor license for MSSM Enterprises, LLC

Petitions were circulated and available at the Mancos Town Hall.

Marshal's Office has no objections.

Policy Implications

New Lodging and Entertainment Liquor License within Town limits

Resource Impact

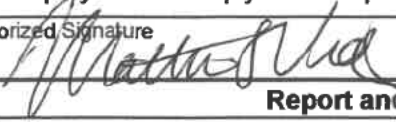
None.

Attachments

Application & Supporting Documentation

Name	Type of License	Account Number		
7. Is the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers under the age of twenty-one years?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
8. Has the applicant (including any of the partners if a partnership; members or managers if a limited liability company; or officers, stockholders or directors if a corporation) or managers ever (in Colorado or any other state):				
a. Been denied an alcohol beverage license?		<input type="checkbox"/> <input checked="" type="checkbox"/>		
b. Had an alcohol beverage license suspended or revoked?		<input type="checkbox"/> <input checked="" type="checkbox"/>		
c. Had interest in another entity that had an alcohol beverage license suspended or revoked?		<input type="checkbox"/> <input checked="" type="checkbox"/>		
If you answered yes to 8a, b or c, explain in detail on a separate sheet.				
9. Has a liquor license application (same license class), that was located within 500 feet of the proposed premises, been denied within the preceding two years? If "yes", explain in detail.		<input type="checkbox"/> <input checked="" type="checkbox"/>		
10. Are the premises to be licensed within 500 feet, of any public or private school that meets compulsory education requirements of Colorado law, or the principal campus of any college, university or seminary?		<input type="checkbox"/> <input checked="" type="checkbox"/>		
		or		
Waiver by local ordinance?		<input type="checkbox"/> <input type="checkbox"/>		
Other: _____				
11. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of greater than (>) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		<input type="checkbox"/> <input checked="" type="checkbox"/>		
12. Is your Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 3000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of less than (<) 10,000? NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.		<input type="checkbox"/> <input checked="" type="checkbox"/>		
13. a. For additional Retail Liquor Store only. Was your Retail Liquor Store License issued on or before January 1, 2016?		<input type="checkbox"/> <input type="checkbox"/>		
b. Are you a Colorado resident?		<input type="checkbox"/> <input type="checkbox"/>		
14. Has a liquor or beer license ever been issued to the applicant (including any of the partners, if a partnership; members or manager if a Limited Liability Company; or officers, stockholders or directors if a corporation)? If yes, identify the name of the business and list any <u>current</u> financial interest in said business including any loans to or from a licensee. MATTHEW VINCENT - SKA BREWING - 33 1/3 %		<input checked="" type="checkbox"/> <input type="checkbox"/>		
15. Does the applicant, as listed on line 2 of this application, have legal possession of the premises by ownership, lease or other arrangement?		<input checked="" type="checkbox"/> <input type="checkbox"/>		
<input checked="" type="checkbox"/> Ownership <input type="checkbox"/> Lease <input type="checkbox"/> Other (Explain in Detail) _____				
a. If leased, list name of landlord and tenant, and date of expiration, exactly as they appear on the lease:				
Landlord	Tenant	Expires		
b. Is a percentage of alcohol sales included as compensation to the landlord? If yes, complete question 16.		<input type="checkbox"/> <input type="checkbox"/>		
c. Attach a diagram that designates the area to be licensed in black bold outline (including dimensions) which shows the bars, brewery, walls, partitions, entrances, exits and what each room shall be utilized for in this business. This diagram should be no larger than 8½" X 11".				
16. Who, besides the owners listed in this application (including persons, firms, partnerships, corporations, limited liability companies) will loan or give money, inventory, furniture or equipment to or for use in this business; or who will receive money from this business? Attach a separate sheet if necessary.				
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Last Name	First Name	Date of Birth	FEIN or SSN	Interest/Percentage
Attach copies of all notes and security instruments and any written agreement or details of any oral agreement, by which any person (including partnerships, corporations, limited liability companies, etc.) will share in the profit or gross proceeds of this establishment, and any agreement relating to the business which is contingent or conditional in any way by volume, profit, sales, giving of advice or consultation.				
17. Optional Premises or Hotel and Restaurant Licenses with Optional Premises:				
Has a local ordinance or resolution authorizing optional premises been adopted?		<input type="checkbox"/> <input type="checkbox"/>		
Number of additional Optional Premise areas requested. (See license fee chart)		<input type="text"/>		
18. For the addition of a Sidewalk Service Area per Regulation 47-302(A)(4), include a diagram of the service area and documentation received from the local governing body authorizing use of the sidewalk. Documentation may include but is not limited to a statement of use, permit, easement, or other legal permissions.				

Name	Type of License	Account Number		
19. Liquor Licensed Drugstore (LLDS) applicants, answer the following: a. Is there a pharmacy, licensed by the Colorado Board of Pharmacy, located within the applicant's LLDS premise? <input type="checkbox"/> <input checked="" type="checkbox"/> If "yes" a copy of license must be attached.				
20. Club Liquor License applicants answer the following: Attach a copy of applicable documentation Yes No a. Is the applicant organization operated solely for a national, social, fraternal, patriotic, political or athletic purpose and not for pecuniary gain? <input type="checkbox"/> <input type="checkbox"/> b. Is the applicant organization a regularly chartered branch, lodge or chapter of a national organization which is operated solely for the object of a patriotic or fraternal organization or society, but not for pecuniary gain? <input type="checkbox"/> <input type="checkbox"/> c. How long has the club been incorporated? d. Has applicant occupied an establishment for three years (three years required) that was operated solely for the reasons stated above? <input type="checkbox"/> <input type="checkbox"/>				
21. Brew-Pub, Distillery Pub or Vintner's Restaurant applicants answer the following: a. Has the applicant received or applied for a Federal Permit? (Copy of permit or application must be attached) <input type="checkbox"/> <input type="checkbox"/>				
22. Campus Liquor Complex applicants answer the following: a. Is the applicant an institution of higher education? <input type="checkbox"/> <input type="checkbox"/> b. Is the applicant a person who contracts with the institution of higher education to provide food services? <input type="checkbox"/> <input type="checkbox"/> If "yes" please provide a copy of the contract with the institution of higher education to provide food services.				
23. For all on-premises applicants. a. For all Liquor Licensed Drugstores (LLDS) the Permitted Manager must also submit a Manager Permit Application - DR 8000 and fingerprints.				
Last Name of Manager		First Name of Manager		
24. Does this manager act as the manager of, or have a financial interest in, any other liquor licensed establishment in the State of Colorado? If yes, provide name, type of license and account number. 03-12 Yes No establishment in the State of Colorado? If yes, provide name, type of license and account number. MM 772 <input type="checkbox"/> <input checked="" type="checkbox"/>				
25. Related Facility - Campus Liquor Complex applicants answer the following: <input type="checkbox"/> <input type="checkbox"/> a. Is the related facility located within the boundaries of the Campus Liquor Complex? If yes, please provide a map of the geographical location within the Campus Liquor Complex. If no, this license type is not available for issues outside the geographical location of the Campus Liquor Complex. b. Designated Manager for Related Facility- Campus Liquor Complex				
Last Name of Manager		First Name of Manager		
26. Tax Information. Yes No a. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? <input type="checkbox"/> <input checked="" type="checkbox"/> b. Has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? <input type="checkbox"/> <input checked="" type="checkbox"/>				
27. If applicant is a corporation, partnership, association or limited liability company, applicant must list all Officers, Directors, General Partners, and Managing Members. In addition, applicant must list any stockholders, partners, or members with ownership of 10% or more in the applicant. All persons listed below must also attach form DR 8404-I (Individual History Record), and make an appointment with an approved State Vendor through their website. See application checklist, Section IV, for details.				
Name	Home Address, City & State	DOB	Position	%Owned
MATTHEW VINCENT	[REDACTED]	8/18/01	MANAGER	74.00
Name	Home Address, City & State	DOB	Position	%Owned
SALLY ALICE DZIEDZIC	[REDACTED]		MEMBER (JOINT TENANT)	12.07
Name	Home Address, City & State	DOB	Position	%Owned
MATTHEW DZIEDZIC	[REDACTED]		MEMBER (JOINT TENANT)	12.07
Name	Home Address, City & State	DOB	Position	%Owned
Name	Home Address, City & State	DOB	Position	%Owned

Name		Type of License	Account Number			
<p>** If applicant is owned 100% by a parent company, please list the designated principal officer on above. ** Corporations - the President, Vice-President, Secretary and Treasurer must be accounted for above (Include ownership percentage if applicable) ** If total ownership percentage disclosed here does not total 100%, applicant must check this box: <input type="checkbox"/> Applicant affirms that no individual other than these disclosed herein owns 10% or more of the applicant and does not have financial interest in a prohibited liquor license pursuant to Article 3 or 5, C.R.S.</p>						
Oath Of Applicant						
I declare under penalty of perjury in the second degree that this application and all attachments are true, correct, and complete to the best of my knowledge. I also acknowledge that it is my responsibility and the responsibility of my agents and employees to comply with the provisions of the Colorado Liquor or Beer Code which affect my license.						
Authorized Signature 		Printed Name and Title MATTHEW VINCENT		Date 03/08/23		
Report and Approval of Local Licensing Authority (City/County)						
Date application filed with local authority		Date of local authority hearing (for new license applicants; cannot be less than 30 days from date of application)				
<p>The Local Licensing Authority Hereby Affirms that each person required to file DR 8404-I (Individual History Record) or a DR 8000 (Manager Permit) has been:</p> <input type="checkbox"/> Fingerprinted <input type="checkbox"/> Subject to background investigation, including NCIC/CCIC check for outstanding warrants That the local authority has conducted, or intends to conduct, an inspection of the proposed premises to ensure that the applicant is in compliance with and aware of, liquor code provisions affecting their class of license (Check One) <input type="checkbox"/> Date of inspection or anticipated date _____ <input type="checkbox"/> Will conduct inspection upon approval of state licensing authority						
<input type="checkbox"/> Is the Liquor Licensed Drugstore (LLDS) or Retail Liquor Store (RLS) within 1,500 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of > 10,0000?				Yes <input type="checkbox"/>	No <input type="checkbox"/>	
<input type="checkbox"/> Is the Liquor Licensed Drugstore(LLDS) or Retail Liquor Store (RLS) within 3,000 feet of another retail liquor license for off-premises sales in a jurisdiction with a population of < 10,0000?				<input type="checkbox"/>	<input type="checkbox"/>	
<p>NOTE: The distance shall be determined by a radius measurement that begins at the principal doorway of the LLDS/RLS premises for which the application is being made and ends at the principal doorway of the Licensed LLDS/RLS.</p> <input type="checkbox"/> Does the Liquor-Licensed Drugstore (LLDS) have at least twenty percent (20%) of the applicant's gross annual income derived from the sale of food, during the prior twelve (12) month period?					<input type="checkbox"/>	<input type="checkbox"/>
<p>The foregoing application has been examined; and the premises, business to be conducted, and character of the applicant are satisfactory. We do report that such license, if granted, will meet the reasonable requirements of the neighborhood and the desires of the adult inhabitants, and will comply with the provisions of Title 44, Article 4 or 3, C.R.S., and Liquor Rules. Therefore, this application is approved.</p>						
Local Licensing Authority for		Telephone Number		<input type="checkbox"/> Town, City		
				<input type="checkbox"/> County		
Signature	Print	Title	Date			
Signature	Print	Title	Date			

MSSM Enterprises, LLC
DBA Mesa Verde Motel Ph: 970-533-7741
191 Railroad Ave.
Manacos, CO 81328

1242
82-492/1021

03/10/2023 DATE

PAY TO THE ORDER OF TOWN OF MANCOS \$ 1,000.00

ONE THOUSAND SIX HUNDRED AND 00/100 DOLLARS



970-882-7600
www.mydsb.com

FOR TOWN OF MANCOS LIQUOR LIC. FEE

Saul Jant

MP

Security features
include:
- Microprint
- Hologram
- Details on back

MSSM Enterprises, LLC
DBA Mesa Verde Motel Ph: 970-533-7741
191 Railroad Ave.
Manacos, CO 81328

1241
82-492/1021

03/10/2023 DATE

PAY TO THE ORDER OF DEPARTMENT OF REVENUE \$ 1,000.00

ONE THOUSAND SIX HUNDRED AND 00/100 DOLLARS



970-882-7600
www.mydsb.com

FOR STATE LIQUOR LICENSE FEE

Saul Jant

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Security features
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STAFF REPORT

To: Honorable Mayor and Board of Trustees
From: Heather Alvarez, Town Administrator
Date: June 28, 2023
Re: Donation Request

Recommendation

None – requesting Board decision

Background/Discussion

We have received the attached donation request from Medicine Horse Center for their annual golf tournament. This year, the tournament will be held in honor of Michele Black.

Does the Board wish to donate \$500.00 to sponsor a hole in the tournament?

Attachments

Donation Request

Fahrenheit Coffee Roasters 201 Grand Avenue Mancos Colorado 81328

Good Day,

Fahrenheit was so very fortunate to have Michele Black give her time. As one of the many who was delighted to get to know Michele she was passionate about her time at Medicine Horse Center. This year Matt and I are assisting Lynne Howarth in gathering donations for the Michele Black Tie Dye Tournament.

We have golf hole sponsorships. An entire hole is a \$500.00 sponsorship. We are also able to arrange for multiple businesses and individuals to combine forces and share sponsoring a hole. Please contact me if you are interested in either.

We are also trying to arrange for an auction at the golf course and will be requesting donations to action off!

I will be stopping back by to follow up! We also need golfers! Please call conquistador today to participate in the tournament held on August 26th: 970.565-9208. Enclosed please find a flyer that we would appreciate you posting.

Thank you for your time and consideration,

Respectfully,

Linda



970.903.9671



March 28, 2023

Dear Friend of Medicine Horse:

This Summer, we will once again ask area golfers to join us for a day of friendly competition at our **14th Annual Medicine Horse Golf Tournament** (*known fondly as, 'The Michele Black Tie Dye Tournament'*) at the 18-hole **Conquistador Golf Course** in Cortez, on Saturday, August 26th, 2023.

As you may know, Medicine Horse is an equine assisted learning and therapy center that serves our local and regional communities by providing programs and services to both youth and adults. We have served more than 5,000 clients with over 48,000 hours of therapy sessions since the year 2000, when we first became a Colorado non-profit charitable 501(c)(3) corporation.

For those who sponsored us last year, we thank you for your support, as it helped us continue to reach out to vulnerable youth and families, as well as provide valuable trainings for educators and support organizations. The majority of those youth that we serve come to our programs through ongoing partnerships with our three local school districts. We are happy to say that we are well on our way to providing wellness services for 500+ participants from our local community in 2022.

To continue to provide these valuable services, we ask you to assist our efforts by becoming a hole sponsor at our 14th Annual Golf Tournament. The sponsorship goal for each hole totals \$500, which can be undertaken by one sponsor, or by multiple sponsors combining forces to make up that total dollar amount. In turn, your name or company name will be displayed on signage at the tee-off area of the hole you sponsor. You will also be named in our social media outreach and featured on our website as an events sponsor for an entire year. Of course, if you like to play the links yourself, we would love to have you come join us.

Please consider partnering with Medicine Horse to be part of creating a healthier, happier Four Corners community. Thank you in advance for giving a gift that truly makes a difference in the lives of others.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lynne Howarth", with a large, looping flourish extending to the right.

Lynne Howarth
Executive Director

Medicine Horse Center Tax ID #: 84-1560026

Board of Directors

*Allison Klein, Jessica Magie, Jan Rains, Bernadette Tuthill,
Dr. Marie Brown-Wagner, Terri Wheeler*